OFFICE OF THE STATE CHIEF INFORMATION OFFICER

J. Clark Kelso
Chief Information Officer

February 8, 2007

To: Agency Secretaries
        Agency Information Officers
        Department Directors
        Chief Information Officers

Re: Server Consolidation Study

One of the goals in the California State Information Technology (IT) Strategic Plan calls for us to **"lower costs and improve the security, reliability and performance of the State's IT infrastructure".** As a result, the strategic plan identifies consolidation as one of the methods to help us achieve this goal. In support of this direction, by June 2007 the Department of Technology Services (DTS) and the IT Council Technology Services Committee are required to submit a Server Consolidation Strategic Plan to me and the Technology Services Board (TSB).

To meet this requirement, DTS has engaged an experienced team of independent consultants to prepare the server consolidation plan. Specifically, the consultant team is responsible for conducting an assessment that will include an inventory of State servers and recommendations on how the State would receive cost savings and improvements in its server infrastructure.

To complete this assessment, your IT organization will be contacted by the team to collect key pieces of information. Specifically, your department will be asked to:

1.   Provide an up-to-date inventory of all servers currently in use within your department. If a current inventory does not exist, the team will either provide automated tools or an on-site review.

2.   Respond to an electronic survey that describes your current IT infrastructure.

I request that Executive Branch agencies and departments give the team their full support. Constitutional offices, boards and commissions are also invited to participate. I have full confidence in the team responsible for preparing the assessment. They have provided similar assistance to large organizations in the private sector. They are unbiased and independent of any agency's influence, including the DTS. In addition, neither I nor the TSB have imposed any constraints governing the team's recommendations.

Based on best practices, I anticipate that the team will find opportunities for centralized consolidation of some servers, and will also identify servers that are best maintained on a decentralized basis. Regardless of the type of recommendation, the assessment results will depend on the accuracy and completeness of the information and insight that you provide to the team.

I would also like to note that all information provided to the team will be housed securely within the DTS environment. In addition, confidentiality and non-disclosure statements will be required from all participating consultants to ensure understanding of, and compliance with, the State's security restrictions.

I am excited to be moving forward with this initiative. I will be personally involved with guiding the team, reviewing their recommendations and monitoring their progress. I have also posted more detailed information about this effort on my Website at www.cio.ca.gov. If you have any questions or issues, please do not hesitate to contact my office. We will respond quickly. Rapid response from all of us is critical to the success of this important effort.

With your active support, I know we can make this happen.

Sincerely,

J. Clark Kelso
Chief Information Officer
State of California

1 Attachment